

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

**Minutes of the Special meeting of Full Town Council held at 7.00 pm on Tuesday, 4<sup>th</sup> December 2007 at Caldicot Day Luncheon Centre to consider Town Council Sleigh and CCTV.**

### **PRESENT:**

Cllrs D Ashwin	J Haskey
J Daniels	R J Higginson
A Easson	J Marshall [left 7.25pm]
D Evans	R Stewart

**In attendance:** Mrs G McIntyre, Clerk, Mrs A Sandiford  
Representative of Caldicot & District Chamber of Commerce

### **1. Apologies**

Apologies were received from Cllrs E Davies, W Edwards, J Harris, D Jones, P Tidmarsh

### **2. Declarations of Interest**

**Cllrs D Ashwin, R J Higginson and R Stewart declared an interest in CCTV**  
Further declarations to be identified under the relevant item.

### **3. Correspondence Caldicot and District Chamber of Commerce 26.11.07**

Town Council considered correspondence from Caldicot & District Chamber of Commerce requesting the use of Town Council sleigh for 7<sup>th</sup> and 8<sup>th</sup> December, confirming it accepted full responsibility. The correspondence stated that its representative had checked the wheels and towing hitch which, it stated, were in good working order. Also the Chamber of Commerce would be prepared to take over full responsibility for the sleigh and stage trailer providing they could be left in the council yard

The assistance of Town Council Groundsman was requested for 7.12.07.

The Mayor questioned if the representative of the Chamber of Commerce was a qualified mechanic.

The Mayor read out advice received in this matter from One Voice Wales [a] and Mon CC legal department [b]

[a] *In short the Road Traffic Act makes it illegal to use a "vehicle," in this case a towed trailer, on a public highway unless it meets the requirements of the Act in respect of brakes (dependant on weight), lights and number plates etc, nor is it permitted for a person to be carried on a trailer unless it is specially adapted for the purpose and meets further regulations including insurance.*

*Many organisations have now discontinued the use of "sleighs" as it has proved too difficult to obtain insurance cover.*

[b] *Given the sleigh is not road worthy my advice to you is that the only safe option is for you to arrange for the sleigh to be disposed of by for example a scrap metal dealer (or keep it). This will ensure that there will be no come back on you if you disposed of it any other way.*

Cllr J Daniels stated she had personally sought advice from “Trading Standards & Disclaimers” and as the trailer had been put to inspection and failed it was deemed un-roadworthy. The sleigh should be disposed of as “scrap value” only and released on receipt of a signed disclaimer and removed from Council premises in the correct manner. Cllr Daniels stated she had a model disclaimer provided by Trading Standards which could be used.

Cllr A Easson stated the sleigh had been inspected in his presence by a qualified mechanic who considered the sleigh roadworthy but in order to fully assess and provide a written report, the sleigh would be required to be towed away to a garage and inspected on ramps.

The Mayor stated he had also spoken to Trading Standards in this matter who had advised that if gifting the ‘trailer’ it must be stated that the vehicle was un-roadworthy and would be required to be removed in an appropriate manner.

Cllr J Marshall questioned the date advice had been received from One Voice Wales and Mon CC.

A discussion ensued regarding the short notice to Town Council for use of the sleigh.

Cllr D Evans stated that Town Council had been unable to obtain insurance for the sleigh over the past few years and as a result of changes in regulations, the sleigh could no longer be used. In the past few years alternative arrangements had been made for transporting “Father Christmas”. Cllr R J Higginson outlined the history of the sleigh and stated it was now “of very little value”.

It was re-iterated that the sleigh could not be towed from the compound and must be removed, on the basis of a disclaimer, in an appropriate and legal manner.

Cllr J Haskey requested it be recorded that she considered a “nasty” and “vindictive” atmosphere evident in the Council chamber and if it continued she “did not wish to be part of it”

**It was resolved:**

- i) that Town Council Groundsman assist Caldicot & District Chamber of Commerce 7.12.07**
- ii) to dispose of Town Council sleigh to Caldicot and District Chamber of Commerce, as scrap value only, on receipt of a signed disclaimer provided the sleigh is removed in a safe and legal manner from Town Council compound.**

The representative of the Chamber of Commerce left the meeting at this point, withdrawing the application. Cllr J Marshall also left the meeting at this point.

The Mayor commented on the withdrawal from the meeting.

**4. Correspondence Cllr A Easson 29.11.07**

Town Council noted correspondence from Cllr A Easson requesting an Emergency meeting of Town Council to discuss the release of the sleigh in to the care of Caldicot and District Chamber of Commerce.

**5. Correspondence from Mon CC Working Party Re: CCTV - Draft [Circ]**

Town Council accepted correspondence from Mon CC Working Party.

The Mayor reiterated Town Council's decision to make payment for financial year 2006/07, provided Mon CC accepted two Town Council representatives onto its CCTV Working Party. The Mayor stated Mon CC had accepted the two Town Council representatives and a cheque for £11,500 had been issued to Cllr Saxon prior to the meeting.

*Proceedings were suspended to welcome County Cllrs Eric Saxon, Simon Howarth and Mr Chris Norman, Mon CC's CCTV Development Officer*

See Appendix A

**6. To Consider Future of CCTV**

A discussion ensued regarding Town Council's commitment to CCTV. It was stated that the cameras in Caldicot could be switched off by the end of the week if Town Council did not commit to CCTV.

Reference was made to Cllr Eric Saxon accepting two Town Council representatives on to CCTV Working Group to continue with negotiations to improve the CCTV system.

**It was resolved:**

- i) to enter into negotiations with Mon CC CCTV Group on behalf of Caldicot Town Council**
- ii) to nominate Cllrs D Evans and J Marshall as Town Council representatives on Mon CC CCTV Group, as approved duties**
- iii) to nominate Cllrs J Daniels and A Easson as reserve Members to Mon CC CCTV Group**
- iv) to add CCTV Reports to Town Council agendas**

The meeting closed at 8.45pm

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Mayor/Deputy Mayor

## Appendix A

Notes of County Cllrs Eric Saxon, Simon Howarth and Mr Chris Norman, Mon CC's CCTV Development Officer discussion regarding Monmouthshire CCTV Scheme Strategy 2008/10.

- Introductions were undertaken.
- Cllr Saxon updated Members on Mon CC Cabinet decision in relation to CCTV and to the subsequent setting up of a small working group which had met with Mr Chris Norman to examine a way forward for Monmouthshire CCTV - The next meeting will take place at 2pm on 15.1.07 at a venue to be confirmed, followed by monthly meetings over the next four months
- Mr C Norman point of contact re: CCTV
- Mr Norman outlined the Monmouthshire CCTV Scheme Strategy 2008/10 as circulated to Members.
- Members requested Mr Norman view the Coleford CCTV system as Town Council was interested in moving towards a more localised CCTV system.
- Cllr Saxon investigating ways of raising finances to support CCTV.
- Members expressed their concerns regarding CCTV being value for money re: camera locations, 'hot spots', communication issues, prosecutions etc
- Town Council budgeted for CCTV for 2008/09.
- Improved technology available since installation of CCTV system – further 5 year life expectancy of current cameras.
- Cllr Howarth appointed to the Working Party as an independent Member.
- Cllr Saxon welcomed two Town Council representatives onto Mon CC CCTV working Group and suggested a reserve Member be nominated in the absence of either Town Councillor.
- Mr Norman agreed to meet with Members prior to Xmas – informal site meeting to view CCTV arranged for 9.30am on Friday 7.12.07 at DLC – Cllr D Evans offered prior apologies.

The Mayor thanked Cllrs Saxon, Howarth and Mr C Norman for addressing Town Council